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COMMONWEALTH of VIRGINIA

DEPARTMENT OF FORESTRY

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MEMORANDUM

DATE: October 11, 2012

TO: Prospective Tree Planting Contract Vendors

FROM: Robbie Talbert – Deputy Regional Forester, Virginia Department of Forestry

CC: David Milby – Deputy Regional Forester, Virginia Department of Forestry
Ed Zimmer – Regional Forester, Virginia Department of Forestry
Toni Noreika – Regional Forester, Virginia Department of Forestry
Amy Ricotta – Purchasing Officer – Virginia Department of Forestry

SUBJECT: ADDENDUM NO. 1 to IFB#13000-03 – Forest Tree Planting

The following serves as an addendum to the Invitation for Bid Document 13000-03, otherwise known as the 2013 Planting Contract. This addendum concerns the bid process and a change in the bid submission deadline for this IFB.

The following statement replaces the "Period of Contract" section located on the cover page of the IFB document

"Tree Planting: Start no later than **February 1, 2013** subject to seedling availability and weather conditions (as determined by the Regional Department of Forestry Contract Administrator) and finish no later than **March 31, 2013**.

Sealed bids will be received until **October 25, 2012 at 2:00 PM** for furnishing goods/services described herein and then opened in public."

NOTE: A signed acknowledgement of this addendum must be received at the location indicated on the IFB either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Name of Firm

Signature/Title

Date